



**STATE ASSESSORS BOARD  
REGULAR MEETING MINUTES OF APRIL 25, 2008  
State Treasurers' Board Room, Richard H. Austin Building  
430 West Allegan Street, Lansing, Michigan**

**CALL TO ORDER:** The April 25, 2008 meeting of the State Assessors Board was called to order at 9:30 a.m. in the State Treasurers' Board Room in the Richard H. Austin Building, 430 West Allegan Street, Lansing, Michigan.

**ROLL CALL:** Members present: Lisa A. Hobart, Chairperson  
Raman A. Patel, Vice Chairperson  
Henry O. Allen, Member  
Maxine J. McClelland, Member

Member absent: Frederick W. Morgan, Member (excused)

Staff present: David C. Lee, Executive Secretary

**APPROVAL OF MINUTES:** It was moved by McClelland, seconded by Patel, and unanimously approved to adopt the regular meeting minutes of the March 28, 2008 meeting of the State Assessors Board as presented.

**PUBLIC COMMENT:** There was no public comment.

**EDUCATIONAL PROGRAMS:**

1. It was moved by Patel, seconded by Allen, and unanimously approved to grant the request of Mr. Aaron P. Powers for approval as a State Assessors Board instructor.
2. It was moved by McClelland, seconded by Patel, and unanimously approved to grant approval to the level 3 experience qualification requests of Mr. Evan A. Johnson, Mr. Leonard R. Slepiski, and Ms. Sharon K. Zakrajsek.

**CERTIFICATION APPLICANTS:** It was moved by Patel, seconded by McClelland, and unanimously approved to grant formal approval to the list of certification applicants provided to the Board. The list of certification applicants which was approved by the Board and the certification totals presented to the Board were as follows:

**Certification Applicants  
April 16, 2008**

**Level 1**

Alaga, Michael  
Baumeister, Shelly  
Clark, John R.  
Clifton, Rosemary

Cross, Ronald  
Garrity, Jeffrey B.  
Gibert, William M.  
Hampton, Stanley J.

Martin, Kathrine  
Martin, Michael J.  
Weipert, Paula C.

Eames, Pamela S.

**Level 2**  
Treadeau, Jacquelyn

**Conditional**  
Kennedy, Khris (Duncan Township, Houghton County)

**Certification Totals**  
**April 16, 2008**

Level 1	608
Level 2	965
Level 3	904
Level 4	<u>148</u>
<b>Total</b>	<b>2,625</b>

**CLOSED MEETING:** A closed meeting was permissible under the Open Meetings Act, Michigan Compiled Law (MCL) 15.268(a) and 15.268(h). (See also the Freedom of Information Act, MCL 15.243(1)(b)(ii), 15.243(1)(d), and 15.243(1)(k) and the Open Meetings Act, MCL 15.267(2).) A motion was made by Patel and seconded by McClelland to go into closed session. A roll call vote occurred: Hobart—yes, Patel—yes, Allen—yes, and McClelland—yes. The motion was unanimously approved.

A closed session was held for the following items:

1. Discussion of the closed meeting minutes from March 28, 2008
2. Discussion of a request to challenge the second grading of narrative appraisal 195
3. Discussion of a State Tax Commission referral from September 21, 2007
4. Continued discussion of a request to challenge the second grading of narrative appraisal 195
5. Discussion of revocation petition 08-0015
6. Informal revocation hearing for revocation petition 07-0030
7. Informal revocation hearing for revocation petition 07-0031
8. Informal revocation hearing for revocation petition 07-0025
9. Discussion of revocation petition 08-0002
10. Discussion of revocation petition 08-0010
11. Discussion of revocation petition 08-0011
12. Discussion of revocation petition 08-0012
13. Discussion of revocation petition 08-0013

14. Oral examination

15. Discussion of March/April 2008 course examination results

16. Discussion of a level 4 demonstration appraisal subject property request

A motion was made by Patel and seconded by McClelland to return to open session. A roll call vote occurred: Hobart—yes, Patel—yes, Allen—yes, and McClelland—yes. The motion was unanimously approved.

**OPEN MEETING ACTIONS ON CLOSED MEETING ITEMS:**

1. It was moved by McClelland, seconded by Patel, and unanimously approved to adopt the closed meeting minutes of March 28, 2008 as presented.
2. It was moved by Allen, seconded by McClelland, and unanimously approved to deny the request to challenge the second grading of narrative appraisal 195 with clarification of the appeal process to be communicated to the level 4 candidate.
3. It was moved by Patel, seconded by McClelland, and unanimously approved to dismiss the State Tax Commission referral dated September 21, 2007.
4. It was moved by Allen, seconded by Patel, and unanimously approved to combine revocation petition 08-0015 with revocation petition 07-0030.
5. It was moved by McClelland, seconded by Patel, and unanimously approved to dismiss revocation petitions 07-0030 and 08-0015.
6. It was moved by McClelland, seconded by Patel, and unanimously approved to dismiss revocation petition 07-0031.
7. It was moved by Allen, seconded by McClelland, and unanimously approved to dismiss revocation petition 07-0025.
8. It was moved by McClelland, seconded by Patel, and unanimously approved to dismiss revocation petition 08-0002.
9. It was moved by Patel, seconded by McClelland, and unanimously approved to dismiss revocation petition 08-0010.
10. It was moved by Allen, seconded by Patel, and unanimously approved to dismiss revocation petition 08-0011.
11. It was moved by McClelland, seconded by Allen, and unanimously approved to dismiss revocation petition 08-0012.
12. It was moved by McClelland, seconded by Patel, and unanimously approved to ask the assessing officer named in revocation petition 08-0013 to respond in writing to the allegations contained in the petition.

13. It was moved by Allen, seconded by McClelland, and unanimously approved to grant the level 4 candidate who submitted narrative appraisal 197 an extension of 180 days to complete all level 4 certification requirements.

14. It was moved by Allen, seconded by McClelland, and unanimously approved to receive and file the March/April 2008 course examination results.

15. It was moved by Patel, seconded by Allen, and unanimously approved to grant approval to a level 4 demonstration appraisal subject property request, with the party making the request to receive written comments regarding the need to prove the existence of obsolescence in the subject property using market data.

**COMMUNICATIONS:** The Board reviewed a communication from Mr. Rick Watza, Assessment and Certification Division District 8 Supervisor, regarding the distribution of information to Assessment and Certification Division field staff.

**OTHER BUSINESS:** There was no other business.

**ANNOUNCEMENTS:** The next meeting of the State Assessors Board is scheduled for May 23, 2008 at 9:30 a.m. in the State Treasurers' Board Room of the Richard H. Austin Building, 430 West Allegan Street, in Lansing.

**ADJOURNMENT:** It was moved by Allen, seconded by McClelland, and unanimously approved to adjourn the meeting. The meeting adjourned at 1:25 p.m.

**Date minutes typed:** May 7, 2008

**Date minutes approved:** 5-23-08

  
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Lisa A. Hobart, Chairperson